



Mars Borough

Agenda Meeting Minutes: *July 6, 2020*

**As of January 2020, visitors/speakers are limited to:
5 minutes during Council Meetings and 3 minutes during Agenda Meetings.
Council reserves the right to extend these time limits as they see fit.**

7:00 - Call to order with the Pledge of Allegiance.

ELECTED OFFICIALS ATTENDANCE (x indicates present)		
x	Rob Bost	Council Vice President Administration, HR
x	Chris Clutter	Council Pro Tem Public Safety
x	Mike Fleming	Council President
x	Rick Foster	Streets
x	Bill Lambert	Water
x	Brad Price	Budget, Finance
x	Julie Schultheis	Parks & Rec, Celebrations
x	Gregg Hartung	Mayor

EMPLOYEE / PROVIDER ATTENDANCE (x indicates present)		
x	Bonnie Forsythe	Secretary / Treasurer
	Patricia Madaffari	Assistant Secretary
	Ed Dorsey	Public Works Foreman
	[vacant]	Code Enforcement
	Beau Sneddon	Officer in Charge
	Renea Pomeroy	Tax Collector
x	Chris Reese	Solicitor

PUBLIC HEARING RE: ZONING MAP CHANGES
<p>Zoning Map Change Parcels 450-S2-M1 (Vision Properties), 450-S2-M2 (Vision Properties), 450-S2-M3 (RM Nelson) on Crowe Avenue were mislabeled when the Zoning Map was revised in 2009. Solicitor Reese explained that due to the length of time since the map was created, and out of an abundance of caution, an ordinance is required to make the correction.</p> <p>Properties are currently labeled as R-3, Multi-family Residential. The properties have consistently and historically been used for commercial use. Property owners could continue under a non-conforming use, however there are restrictions that would limit what they can do in the future. This correction allows them to move forward as commercial property without limitations.</p> <p>Motion to Adjourn First: Bost, Second: Lambert, Motion Carried</p>

ON-GOING ITEMS FOR DISCUSSION:	
Item	Status
Code Enforcement Officer	Several potential candidates.
Borough-owned Property Evaluations	Industrial Appraisal services to be budgeted for in 2021.
Rental Property Inspections	

OMNIBUS MOTION TO APPROVE THE FOLLOWING ITEMS PREVIOUSLY BROUGHT BEFORE COUNCIL AND DISCUSSED AT PUBLIC MEETINGS:			
Motion	First	Second	Action

VISITORS			
Name	Topic	Resolution	
	Motion	First	Second Action

EXECUTIVE SESSION NEEDED?	
Yes/No	Requested By
Yes	Hartung

CORRESPONDENCE			
Name	Topic	Resolution	
Adams Township	COVID-19 Masks	PPE equipment was purchased on behalf of Fire Company. They are hoping to be reimbursed by PEMA/FEMA so that the cost doesn't need to be passed on to all the municipalities in the Fire District. If the reimbursement isn't successful, Adams may ask for a contribution.	
Jenifer Fleming	Parking lot behind Rite Aid	Fleming stated Rite Aid is requesting parking lot be repaired. Since the Borough maintains the parking lot behind the buildings on the east side of Grand Avenue, Council will need to decide how to move forward. Fleming suggested that the PennDOT rep come in and do the estimate for the amount of materials necessary for paving parking lot and several road sections. (Liquid Fuels money cannot be used for the parking lot paving.) In the short term, Public Works can fix the worst spots to help improve the situation. Fleming noted that a hot box is being rented so small sections can be repaired in the coming month. Price suggested improving the look of the whole area by visually screening dumpsters. Other members of Council agreed that making the whole area safer would be a good idea. Letter to be sent to Jenifer Fleming stating the Borough will make temporary repairs and has plans to pave parking lot in the 2020 season.	
Motion		First	Second

MINUTES				
Minutes of:	Additions/Corrections/Motion	First	Second	Action
06/01/2020	Motion to approve.	Bost	Price	Carried
06/15/2020	Motion to approve.			

MAYOR: GREGG HARTUNG			
Report	Discussion/Follow-Up		
Mayor Hartung provided a written report.			
Sign on 228	Business Association to work with St. John to potentially add a sign on 228 to attempt to draw people into downtown.		
Discussion with LCB	Potential Revitalization Liquor License Available.		
New Business Association	Hartung and Schultheis attended new business association meeting. Schultheis was pleased to see they are forming a business association so that they can work together.		
Artisan Dinner	Hartung to meet with Josh Zimmermann to discuss potential for holding benefit dinner.		
July 4 th Fireworks	Fireworks went off with great success. Small brush fire that Fire Dept. quickly got under control.		
Police Ammunition	Officer Lutz was able to acquire ammunition for a good price.		
Aspire Agreement Addendum			
Motion		First	Second

SOLICITOR: CHRIS REESE			
Report	Discussion/Follow-Up		
Changes to Zoning Map			
Motion		First	Second
Motion to approve the changes to the Zoning Map, as described during the public hearing prior to 07/06/2020 Meeting.		Lambert	Schultheis
			Carried

SECRETARY / TREASURER: BONNIE FORSYTHE				
Report		Discussion/Follow-Up		
Meeting Location (move to Ed. Bldg. for social distancing?)	Council agreed it would be nice to have the extra space, however the lack of air conditioning was a concern. Fleming and Price offered to donate window AC units. Suggestion to move meetings starting with August Council meeting.			
Central Square Quote	Additional module that is necessary to work with new handheld.			
Approval of Expenses & Payroll.				
Motion		First	Second	Action
Motion to move Council Meetings to Education Building starting with August Council Meeting.		Bost	Schultheis	Carried
Motion to acquire new Asyst module for use with new handheld for \$813.50		Price	Lambert	Carried
Motion to pay bills in the amount of \$95,136.22.		Clutter	Bost	Carried
Motion to approve June Payroll and Payroll Taxes in the amount of \$25,561.59.		Clutter	Price	Carried

COUNCIL PRESIDENT: MIKE FLEMING				
Report		Discussion/Follow-Up		
n/a				
Motion		First	Second	Action

ADMINISTRATION & HR: ROB BOST				
Main Office	Water Billing	Public Relations	Payroll	Human Resources
Report		Discussion/Follow-Up		
Newsletter		Discussion on potential contents of newsletter. To be included with Water Bill mailing.		
Motion		First	Second	Action

BUDGET & FINANCE: BRAD PRICE				
Budget	Monthly Bills	Pensions		
Report	Discussion/Follow-Up			
Chair Lift at Education Building	Price had discussions with director of Midwestern Intermediate Unit IV to install a chairlift to allow a student to get to basement level (parents and staff are not allowed to carry the student down the stairs and the student is unable to walk/sit and scoot down the stairs). Price requested that Council approve up to \$2,500 be allocated for the purchase, and that he would find a used unit. Lambert stated that Public Works does not want to install a chairlift due to the liability of installing a used unit and the fact that they are not licensed installers. Price was asked to get additional information on units. Schultheis asked about making changes to the concrete pad outside the back door to ensure the back door is accessible.			
Motion		First	Second	Action
Motion to approve acquisition of used chair lift not to exceed \$2,500, by Price.		Foster	Schultheis	Carried

PARKS & RECREATION / CELEBRATIONS: JULIE SCHULTHEIS				
Fields & Parks	Field & Park Maintenance	Special Events		
Report	Discussion/Follow-Up			
Garfield Park	New basketball hoops are being installed that are removable if park changes.			
Marburger Field	Football will start July 20 th . They have requested additional port-a-johns with running water for hand-washing. They may want to hold all home games on field.			
Volunteers	Volunteers from Victory Family Church will help with planting beds in parks & building.			
Motion		First	Second	Action

PUBLIC SAFETY: CHRISTINE CLUTTER					
Police	CBA	Emergency Management	Zoning	Code Enforcement	Building Permits
Report			Discussion/Follow-Up		
Fire on Garfield			Price mentioned how impressed he was with the departments that responded.		
Motion			First	Second	Action

STREETS: RICK FOSTER				
Streets	Vehicles & Equipment	Buildings		
Report		Discussion/Follow-Up		
Hot Box		Hot box is being rented for the month of July.		
Storm Drain on Clark		Installation is complete.		
Motion		First	Second	Action

WATER: BILL LAMBERT				
Water System & Infrastructure	Water Plant	Reservoirs		
Report		Discussion/Follow-Up		
Parking Ordinance		Lambert asked if parking ordinance would be followed or if a new ordinance would be put in place. Discussion on whether required parking even exists. Bost referenced other municipalities and areas that allow use of on-street/public parking to count toward requirements.		
Grass being blown onto roads after street sweeping.		Discussed during Newsletter discussion.		
Operational Chlorine Pump Replacement Cost Estimate		Cost of \$4,081.00. New pump will be automated vs. the manual pump currently being used and would aid in the automation that has been gradually being installed at plant.		
Motion		First	Second	Action
Motion to approve the purchase of replacement Operational Chlorine Pump at the cost of \$4,081.00.		Foster	Clutter	Carried

CLOSING ACTIONS				
Motion		First	Second	Action
To go into Executive Session	Time: 9:02 PM	Bost	Schultheis	Carried
To come out of Executive Session	Time: 9:54 PM	Lambert	Schultheis	Carried
Items discussed in Executive Session: Personnel Issues, Property Issues				
To Adjourn		Lambert	Price	Carried

REPORTS FILED	
Report	Date
Bills for Payment	07/06/2020
Police Report	
Public Works Foreman Report	
Code Enforcement Report	
Administration & Finance Committee	
Public Safety Committee	
Public Works Committee	
Quarterly Budget Update	

Submitted by